

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

National Procedure Checklist No. 1853

Field Office Distribution All directives are sent to BBS for State Offices and KCAO to access for local printing and distributing. To inquire about the transmission of directives, call the Directives Section at 202-690-0594.

National Office Distribution Notices are available on Internet. Handbooks are printed and distributed to the National Office.

Directives on Internet Notices are available on Internet at www.fsa.usda.gov/dam/forms/notices.asp.

Temporary Directives Temporary directives issued since the last weekly checklist are listed in this table.

Short Reference and Effective Date	Title	For
AS-2029 7-13-01	Contracting Officer Training	State Offices
BU-601 7-11-01	August 2001 Interest Rate Changes for Agricultural Credit Insurance Fund (ACIF) Program	State and County Offices
DAP-108 7-11-01	Payment Factor for Poult Emeritis Mortality Syndrome (PEMS)	State and County Offices
DAP-109 7-11-01	2000 Quality Loss Program (QLP) and QLP for Apples and Potatoes (QLP-AP)	State and County Offices
EQ-109 7-10-01	2001 Training for State Environmental Coordinators (SEC's)	State and County Offices
FI-2489 7-13-01	Report of CCC-184 Exception in KCFO Check Accounting System	State and County Offices
FLP-212 7-13-01	Management of Agricultural Credit (MAC) Training	State Offices
FLP-213 7-17-01	Classifying Accounts as Currently Not Collectible (CNC) and Collecting FLP Debt Through Cross-Servicing and Administrative Offset	State and County Offices

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National Procedure Checklist No. 1853 (Continued)

**Temporary
Directives
(Continued)**

Short Reference and Effective Date	Title	For
FV-17 7-15-01	Potato Diversion Program (PDP) Spot Check Procedures	State and County Offices
LP-1803 7-15-01	Marketing Assistance Loan and LDP Eligibility for Wheat Sprayed With Fury 1.5 BC Insecticide (FURY)	State and County Offices
LP-1804 7-17-01	Marketing Assistance Loans and Loan Deficiency Payments (LDP's) for Wheat Affected by the Karnal Bunt Fungus	State and County Offices
PF-156 7-10-01	2001 Contract Enrollment Data Report (PF-2R)	State and County Offices
PF-157 7-11-01	FY 2001 Production Flexibility Contracts (PFC's)	State and County Offices
PF-158 7-11-01	Reminder for Issuing FY 2001 Final PFC Payments	State and County Offices
PL-102 7-15-01	Identifying Entities With Majority Interest Holders	State and County Offices
PS-404 7-16-01	APSS Instructions for Processing Wool and Mohair Market Loss Assistance Program (WAMLAP-II) Corrections for Overpayments and Underpayments Using Software in County Release No. 463	State and County Offices
PS-405 7-16-01	APSS Instructions for Processing Wool and Mohair Market Loss Assistance Program (WAMLAP-II) Applications Entered Under WAMLAP-I Software	State and County Offices
PS-406 7-16-01	Instructions for Recording Potato Diversion Program (PDP) Applications in APSS Using Software in County Release No. 463	State and County Offices

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National Procedure Checklist No. 1853 (Continued)

**Temporary
Directives
(Continued)**

Short Reference and Effective Date	Title	For
TB-1005 6-29-01	Flue-Cured Tobacco Nonauction Receiving Stations	Flue-Cured State and County Offices
TB-1006 7-17-01	Flue-Cured Tobacco Nonauction Receiving Stations	Flue-Cured State and County Offices
TB-1007 7-17-01	Additional Changes to Burley Tobacco Designation Program Information	Burley Tobacco State and County Offices

**Permanent
Directives**

Permanent directives issued since the last weekly checklist are listed in this table.

Short Reference and Effective Date	Title	For
25-AS (Rev. 3) Amend. 11 6-27-01	State and County Office Records Operations	State and County Offices and KCMO
1-CRP (Rev. 1) Amend. 42 7-15-01	Conservation Reserve Program	State and County Offices
1-FLP Amend. 8 7-11-01	General Program Administration	State and County Offices
27-PM (Rev. 1) Amend. 1 7-5-01	County Office Classification, Employment, and Pay Administration	State and County Offices
9-TB SCOAP Amend. 54 7-10-01	Flue-Cured Tobacco Automation and Marketing	Flue-Cured State and County Offices, and KCMO
12-TB (Rev. 3) Amend. 15 7-10-01	Instructions for FSA Marketing Recorders, Tobacco Dealers, and Warehouse Operators	Flue-Cured Tobacco Marketing Recorders, Tobacco Dealers, and Warehouse Operators

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National Procedure Checklist No. 1853 (Continued)

Procedure Notices Procedure notices issued since the last weekly checklist are listed in this table

PN Issue No.	Date	For
PN Issue No. 119	7-10-01	State and County Offices

Obsolete Directives Directives made obsolete since the last weekly checklist are listed in this table.

Short Reference	Date of Obsolescence	Made Obsolete By
FLP-158	7-17-01	FLP-213
27-PM	7-5-01	27-PM (Rev. 1) Amend. 1
TB-1004	7-17-01	TB-1007
TB-1005	7-17-01	TB-1006

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National Procedure Checklist No. 1853 (Continued)

USDA/FSA

Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <u>1/</u>	Remarks
AD	332	04-86	Position Description Cover Sheet	AD0332.DOC AD0332.PDF AD0332.WPD	Electronic Form	MP/2 Head to Head	All offices except counties	2-PM, 3-PM, 13-PM	N/A	Form now available in Microsoft Word fillable format. No changes made to the content of the form.
CCC	20	07-10-01	Supplement to Uniform Storage Agreement	eCCC0020.FML	Electronic Form	MP/8 Single Sheet	KCCO	N/A	N/A	This form was revised and is available electronically. Destroy old stock.
CCC	20 Am. 1	01-06-88	Amendment to the Supplement to Uniform Storage Agreements Required Certifications and Standard Clauses	nofile.htm	RPL/PDF/WP	Sheet	KCCO	N/A	N/A	This form is obsolete. Destroy all stock. It was replaced by CCC-20.
CCC	20 Am. 2	07-01-88	Amendment to the Supplement to Uniform Storage Agreements Required Certifications and Standard Clauses	nofile.htm	KC	Sheet	KCCO	N/A	N/A	This form is obsolete. Destroy all stock. It was replaced by CCC-20.
CCC	20 Am. 3	03-18-89	Amendment to the Supplement to Uniform Storage Agreements Required Certifications and Standard Clauses	nofile.htm	KC	MP/3	KCCO	N/A	N/A	This form is obsolete. Destroy all stock. It was replaced by CCC-20.
CCC	20 Am. 4	10-24-89	Supplement No. _____ Amendment to the Supplement to Uniform Storage Agreements Required Certifications and Standard Clauses	nofile.htm	KC	MP/5	KCCO	N/A	N/A	This form is obsolete. Destroy all stock. It was replaced by CCC-20.
CCC	20 Am. 5	04-02-90	Amendment to the Supplement to Uniform Storage Agreements Required Certifications and Standard Clauses	nofile.htm	KC	MP/6	KCCO	N/A	N/A	This form is obsolete. Destroy all stock. It was replaced by CCC-20.
CCC	186	06-20-01	Promissory Note and Security Agreement	eCCC0186.FML CCC0186.PDF	Electronic Form	MP/2 Head to Head	County Offices	1-FSFL	N/A	The PDF-Audio is now available electronically.

Note: Files saved in PDF Format must be opened in Adobe Acrobat Reader 3.0 (or greater) to print. The freely available Acrobat Reader does not allow you to save your completed form to disk.

1/ Filing codes pertain only to State and County Offices.

National Procedure Checklist No. 1853 (Continued)
USDA/FSA

Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <u>1/</u>	Remarks
CCC	879	06-15-01	Application for Approval of Cotton Gin Under Seed Cotton Loan Program	eCCC0879.FML CCC0879.PDF	Electronic Form	Sheet	County Offices	12-AO, 14-CN, 7-CN, 2-LP (Grain and Oilseeds)	N/A	This form was revised and is available electronically. Destroy old stock.
CCC	2651	07-09-01	Request for Special Apple Loan Program Assistance	eCCC2651.FML	Electronic Form	MP/2 Head to Head	State and County Offices	6-FLP, FMI 07-10-01, Referenced in FSA PN No. 119, dated 07-10-01.	N/A	This form was revised and is available electronically. Destroy old stock. The PDF-Audio will be forthcoming. Referenced in FSA PN No. 119, dated 07-10-01.
FSA	53	07-12-01	Student Career Experience Program Statement of Understanding	eFSA0053.FML FSA0053.PDF	Electronic Form	Sheet	State and County Offices	27-PM	N/A	This form was revised and is available electronically. Destroy old stock.
FSA	410-1	06-29-01	Request for Direct Loan Assistance	eFSA0410-0001.FML	Electronic Form	MP/4 Head to Foot	State and County Offices	FMI 7-10-01, FmHA Instructions 1910-A, 1941-A, 1943-A, 1943-B, 1945-D, 1951-J, 1962-A, and 1965-A, and FSA PN No. 119, dated 07-10-01.	N/A	This FMI was revised and is available electronically. Destroy old stock. Referenced in FSA PN No. 119, dated 07-10-01. The PDF-Audio will be forthcoming.
FSA	949	06-25-01	Train-The-Trainer National FSA Technician Training Program Nomination Form	eFSA0949.FML FSA0949.PDF	Electronic Form	Sheet	All State FSA Offices	Notice PM-2255	N/A	The PDF-Audio is now available electronically. Referenced in PM-2255 dated 07-02-01.
FSA	1014	07-11-01	Peanut Loan Schedule	nofile.htm	TPD	Sheet	ASSN	N/A	N/A	This form was revised. Destroy old stock. A distribution has been made. Order from "Stocked By" location. Tentative delivery date is 07-20-01.

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National Procedure Checklist No. 1853 (Continued)

USDA/FSA

Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <u>1/</u>	Remarks
FSA	1014-1	07-11-01	Peanut Loan Schedule (Runner, Virginia Type)	nofile.htm	TPD	Sheet	ASSN	N/A	N/A	This form was revised. Destroy old stock. A distribution has been made. Order from "Stocked By" location. Tentative delivery date is 07-20-01.
FSA	1014-2	07-11-01	Peanut Loan Schedule (Valencia)	nofile.htm	TPD	Sheet	ASSN	N/A	N/A	This form was revised. Destroy old stock. A distribution has been made. Order from "Stocked By" location. Tentative delivery date is 07-20-01.
FSA	1014-3	07-11-01	Peanut Loan Schedule (Virginia Type)	nofile.htm	TPD	Sheet	ASSN	N/A	N/A	This form was revised. Destroy old stock. A distribution has been made. Order from "Stocked By" location. Tentative delivery date is 07-20-01.
FSA	1014-4	07-11-01	Peanut Loan Schedule (Runner, Virginia)	nofile.htm	TPD	Sheet	ASSN	N/A	N/A	This form was revised. Destroy old stock. A distribution has been made. Order from "Stocked By" location. Tentative delivery date is 07-20-01.
FSA	1014-5	07-11-01	Peanut Loan Schedule (Spanish, Valencia)	nofile.htm	TPD	Sheet	ASSN	N/A	N/A	This form was revised. Destroy old stock. A distribution has been made. Order from "Stocked By" location. Tentative delivery date is 07-20-01.
FSA	1014-6	07-11-01	Peanut Loan Schedule (Valencia)	nofile.htm	TPD	Sheet	ASSN	N/A	N/A	This form was revised. Destroy old stock. A distribution has been made. Order from "Stocked By" location. Tentative delivery date is 07-20-01.
FSA	1980-42	07-19-01	Notice of Substitution of Lender (Transaction 4034)	eFSA1980-0042.FML 1980-42.PDF	Electronic Form	MP/2 Head to Head	FSA	FMI 06-21-95, 1980-B	N/A	This form was revised and is available electronically. Destroy old stock. FSA PN Notice and FMI will be forthcoming.

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National Procedure Checklist No. 1853 (Continued)
USDA/FSA

Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <u>1/</u>	Remarks
FSA	2661	06-29-01	Request for Emergency Loan for Seed Producers Program Assistance	eFSA2661.FML	Electronic Form	MP/2 Head to Head	State, Counties	6-FLP. FMI 07-10-01, Referenced in FSA PN No. 119 dated 07-10-01.	N/A	The FMI was revised and is available electronically. Destroy old stock. Referenced in FSA PN No. 119 dated 07-10-01. The PDF-Audio will be forthcoming.
FSA	440-04A	06-29-01	Security Agreement (Chattels and Crops)	eFSA0440-0004-A.FML	Electronic Form	MP/6 Head to Foot	FSA	FMI 07-10-01, Referenced in FSA Transferred Instruction 1941-B and FSA handbooks 1-COR and 2-FLP, and FSA PN No. 119 dated 07-10-01.	Position 1	This form is reissued to make minor changes to the form. Destroy form uploaded on 07-02-01. The PDF-Audio will be forthcoming. Referenced in FSA PN No. 119 dated 07-10-01.
MISC	OF-612	09-94	Optional Application for Federal Employment	OF0612.DOC OF0612.PDF	Electronic Form	MP/3 Head to Head	All	N/A	N/A	Now available in Microsoft Word fillable format. No changes were made to the content of the form.
RD	402-1	07-01	Deposit Agreement	eRD0402-0001.FML	Electronic Form	MP/2 Head to Foot	FSA, RD	FMI 10-29-97, 442.11, 1941-A, 1945-D	N/A	This form was reissued to correct signature lines on Page 2. Destroy old stock uploaded on 06-30-01. The PDF-Audio will be forthcoming. The RD PN and FMI will be forthcoming.
SF	30	10-83	Amendment of Solicitation/Modification of Contract	SF0030.DOC	RPL/DOC	MP/2 Head to Head	All offices	N/A	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
SF	33	09-97	Solicitation, Offer and Award	SF0033.DOC	RPL/DOC	Sheet	Counties	AP SPECS	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
SF	98 & 98-A	02-73	Notice of Intention to Make a Service Contract and Response to Notice, General Explanation, and Attachment A-Continuation Sheet	SF98&98A.DOC SF98&98A.WPD	RPL/WP/DOC	MP/3 Head to Head	D&DOD-KCCO	N/A	N/A	Electronic forms have NOT been approved for use by Dept. of Labor due to concerns about serial no. Use the serial no. as appears on a carbonized set version.

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National Procedure Checklist No. 1853 (Continued)
USDA/FSA

Prefix	Form No.	Edition Date	Form Title	Filename(s)	Stocked By	Unit Issue	Used By	WDC Directives	File Code <u>1</u> /	Remarks
SF	135 & 135-A	07-85	Records Transmittal and Receipt and SF-135-A, Continuation Sheet - GENERIC VERSION	SF0135.DOC SF0135.WPD	RPL/WP/DOC	MP/3 Head to Head	All offices except KC	8-FI	N/A	Now available in Microsoft Word fillable format; no changes made to content of form.
SF	135 & 135A(KC)	07-85	Records Transmittal and Receipt and SF-135-A, Continuation Sheet	SF0135KC.DOC SF0135KC.WPD	RPL/WP/DOC	MP/3 Head to Head	Kansas City FSA/RMA offices	N/A	N/A	Now available in Microsoft Word fillable format; preprinted with information that pertains only to Kansas City offices.

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